

83-441
OIS Registry
83-550DD/A Registry
83-4191

15 SEP 1983

MEMORANDUM FOR: Comptroller

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Reprogramming of FY 1983 Funds

30-8

1. Your approval is requested to reprogram \$178,000 of ODDA identified surplus funds to the Office of Information Services (OIS) for the development of The Records Information System (TRIS).

2. TRIS will be an Agency-wide, compartmented ADP system that will provide for the control of records from the time they enter the system until they either are destroyed or, when national security considerations permit, transferred to the National Archives and Records Service. The reprogramming of FY 1983 funds in the amount of \$178,000 to OIS will provide the funding necessary to obtain two contract programmer/analysts to work on the project.

3. The two contract personnel will bring staffing for TRIS up to the level necessary to meet an accelerated completion date for the project. Originally the project had been scheduled for completion in August 1986, but I have asked that the development time be shortened. The additional staffing will enable OIS to complete TRIS development one year earlier, in accordance with my directive. Additional programmer/analysts are not available for TRIS from within the Agency and without their participation the completion date for TRIS must remain August 1986. The benefits realized from the implementation of TRIS will be considerable in terms of resource savings, document security, and efficient records management.

4. The Office of Data Processing (ODP) has identified two programmers in a contractor's employment who could be made available to assist in the development of this system. ODP also advised that they have an existing contract with this contractor that they can amend to include this effort and ensure the obligation of FY 1983 funds.

Harry E. Fitzwater

Harry E. Fitzwater

APPROVED:

Comptroller

Date

DD/A Registry
83-4191

ILLEGIB

C/ITB/RMD [] (14Sep83)
Revised: DDA/MS/ [] bp(14Sep83) to change
dollar figure

25X1
25X1

Distribution:

- 0 - Adse (for return to OIS/B&F)
- 2 - COMPT
- 1 - DDA Subject
- 1 - DDA Chrono
- 1 - D/OIS Subject
- 1 - D/OIS Chrono
- 1 - RMD Subject
- 1 - RMD Chrono

ROUTING AND TRANSMITTAL SLIP		Date
		14 September 1983
TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. DD/OIS		
2. D/OIS		14 SEP 1983
3. EO/DDA	R	24 SEP 1983
4. ADDA		
5. DDA (for signature)		24 SEP 1983
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Harry - The \$178,000 figure is a little better than the original \$250K estimate!

Go

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
C/RMD	1236 Ames
	Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

☆ GPO : 1981 O - 341-529 (120)

25X1